



State of Wisconsin
DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

How to Report the Death of a Licensee

Should you need to report the death of a credential holder, please contact our office and provide the following information:

- Name of the deceased
- License number
- Copy of death certificate or obituary
- Your relationship to the deceased
- A phone number where you can be reached

Please remit via mail:

Department of Safety and Professional Services
Attn: Trades Unit, Professional Credential Processing
PO Box 7082
Madison, WI 53707-7082

Or via email: DSPPSCredTrades@wisconsin.gov